

## POSITION OPENING

The City of Carmel is committed to offering its employees opportunities for growth and change. The following position is open to both internal and external applicants.

Posting Dates: November 4 – November 25, 2005

Position Title: GIS Technician/Public Safety

Department: Administration

Qualifications: Associates degree or college-level course work in geography/GIS, computer-aided design mapping, computer science or related field. Three (3) to five (5) years experience in GIS or CAD(computer aided drafting) computer operations, preferably in a public safety environment. Prefer experience with either MicroStation or MicroStation GeoGraphics version 8 or higher, and/or ArcView version 9.0 or higher. Ability to focus on detail and maintain strict standards of accuracy. Proficiency with various software applications, including word processing, spreadsheet, database management, computer-aided design, mapping, networking, communications and internet. Ability to operate a variety of equipment and tools associated with mapping and department operations, including printer, plotter, scanner and copier. Ability to respond to 24-hour call-out in emergency situations.

Description: The Public Safety GIS Technician performs technical work functions associated with the development, maintenance and operation of the City's Geographic Information System (GIS) as it pertains to public safety (police, fire and communications) operations. Primary responsibilities include developing and maintaining public safety departments' GIS database, inputting information into the computerized mapping system, and operating the GIS system to prepare computerized maps and drawings. The Technician will also be responsible for certain planning and training functions and for the evaluation, selection and installation of computer hardware and software for use in GIS applications.

Compensation: \$39,722 - \$47,666 annually, depending on qualifications.

Send resume and cover letter to Barbara Lamb, Director of Human Resources, One Civic Square, Carmel, IN 46032, or email to [blamb@carmel.in.gov](mailto:blamb@carmel.in.gov). Contact Terry Krueskamp (317-571-2565) for more information about the position.

Position is available January 1, 2006.

The City of Carmel is an Equal Opportunity Employer